

MINUTES
ECONOMIC DEVELOPMENT COMMISSION
DECEMBER 13, 2012 – 12:15 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Present: Fafard, Obrey, Mathanool, Dowling, and Smith
Staff: Norris, Murphy
Other: Marian Galbraith, Mayor City of Groton

The meeting was called to order at 12:25 p.m.

II. PUBLIC COMMUNICATIONS

Staff noted that the job description for the Economic Development Specialist position was included in the agenda packet.

III. APPROVAL OF THE MINUTES OF NOVEMBER 15, 2012

MOTION: To approve the minutes of the November 15, 2012

Motion made by Fafard, seconded by Smith, so voted unanimously

IV. ITEMS OF BUSINESS

1. ZBA Referral #12-07 Chelsea Groton Bank, 1250 Gold Star Highway

Staff stated that the variances that have been approved to date do not include non-pervious services.

2. Economic Gardening

Staff distributed a memo regarding training. The cost for members to participate and town funding was discussed. An inquiry was made about money being budgeted for Economic Development marketing. Staff explained what has been spent to date out of this fund and the process of authorizing expenditures.

Frink gave an update about an economic gardening presentation. Obrey asked Staff to provide the EDC with information about its role going forward. After discussion, the members stated that they would like to include economic gardening as part of the Town's Economic Development policy. It was noted that incentives, economic gardening, marketing, and outreach should be part of the economic development package.

A request was made that staff provide the process/guidelines that are used when opening a business in Groton. Smith stated that he would draft the process on paper and submit it to the Town Council for review. Asking businesses to discuss a summary of their experience with the Town was also discussed.

3. Incentives

A workshop (special meeting) about incentives was proposed during the week of 1-14-13 to 1-17-13, with the 16th or 17th being preferred. Staff will send out information provided by Mr. Frink in advance of the meeting.

4. Other – None

VI. ADJOURNMENT

the Meeting adjourned at 1:35 p.m.

George Mathanool, Secretary
Economic Development Commission

Prepared by Rick Norris
Project Manager